

# Building Permit Application

Town of Searsport Code Enforcement Office

P.O. Box 499

1 Union St.

Searsport, Maine 04974

(207) 548-6372 Fax (207) 548-2305

Property Location		Zoning District		Tax Map # Lot #	
Owner's Name		Owner's Phone			
Owner's Address		Email Address			
		City	State	Zip	
Applicant's Name (if different from Owner)		Phone			
		Email Address			
Contractor's Name		Phone			
		Email Address			
Architect's Name		Phone			
		Email Address			
Cost of Improvements	\$	Construction	\$	Electrical	\$
		Plumbing	\$	Heating & AC	\$
				Total Cost	\$

## Type of Improvement

<input type="checkbox"/> New Building or Structure	<input type="checkbox"/> Alteration	<input type="checkbox"/> Demolition	<input type="checkbox"/> Change of Use
<input type="checkbox"/> Addition	<input type="checkbox"/> Repair-Replace	<input type="checkbox"/> Relocation	<input type="checkbox"/> Other _____

## Use of Building-Property

<input type="checkbox"/> <b>Residential</b> <input type="checkbox"/> One Family Dwelling <input type="checkbox"/> Two Family Dwelling <input type="checkbox"/> Multi-family Dwelling: # of units _____ <input type="checkbox"/> Mobile Home <input type="checkbox"/> Modular Home <input type="checkbox"/> Bed & Breakfast-Boarding Home <input type="checkbox"/> Home Occupation <input type="checkbox"/> Garage <input type="checkbox"/> Shed <input type="checkbox"/> Deck (Go to Decks Only Section and Plot Plan) <input type="checkbox"/> Fence: Type _____ Height _____ (Go to Plot Plan) <input type="checkbox"/> Ramp <input type="checkbox"/> Stairs <input type="checkbox"/> Other _____	<input type="checkbox"/> <b>Non-Residential/Mixed Use</b> <input type="checkbox"/> Retail Sales, Wholesale Sales <input type="checkbox"/> Office, Bank, Professional Services <input type="checkbox"/> Restaurant <input type="checkbox"/> Lodging, Hotel, Motel <input type="checkbox"/> Amusement, Recreational <input type="checkbox"/> School, Library, Other Educational <input type="checkbox"/> Church, Other Religious <input type="checkbox"/> Service Station, Repair Garage <input type="checkbox"/> Hospital, Nursing Home, Institutional <input type="checkbox"/> Industrial <input type="checkbox"/> Construction Services <input type="checkbox"/> Manufacturing <input type="checkbox"/> Storage, Warehouse <input type="checkbox"/> Other _____
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I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION. I ALSO CERTIFY THAT THE INFORMATION PROVIDED IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THIS JURISDICTION. GRANTING OF THIS PERMIT IS BASED ON INFORMATION YOU HAVE PROVIDED AND IN NO WAY SHOULD BE CONSTRUED AS VALIDATION OF THE LOCATION OF PROPERTY LINES.

Signature of Owner or Applicant	Address	Date
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Permit # _____		For Office Use Only		CEO FEES # 19
Application Fee \$ _____	Date _____	Receipt # _____	Paid By _____	
Permit Fee \$ _____	Date _____	Receipt # _____	Paid By _____	
Describe in detail the work you are doing (for example: building a bedroom and taking out a load bearing wall to enlarge living room; build a new house, garage, etc.) For a Change of Use or Home Occupation, describe the business, including the number of employees. Use a separate sheet if necessary.				

### Building-Structural Information (New Buildings & Additions)

<input type="checkbox"/> Wood	<input type="checkbox"/> Masonry or Steel	<input type="checkbox"/> Heavy Timber	<input type="checkbox"/> Non-Combustible Type 1	<input type="checkbox"/> Non-Combustible Type 2
<b>Sewage Disposal</b> <input type="checkbox"/> Public <input type="checkbox"/> Private (septic)	Overall Dimensions Main building _____ ft. X _____ ft. Number of Stories _____ Building Height _____ Other building ( _____ ) _____ ft. X _____ ft. X _____ ft.			Number of Bedrooms (Residential Only) _____
<b>Water Supply</b> <input type="checkbox"/> Public <input type="checkbox"/> Private	<b>Floor Area (square feet)</b> Basement _____ <input type="checkbox"/> Unfinished <input type="checkbox"/> Finished 1 <sup>st</sup> Floor _____ 2 <sup>nd</sup> Floor _____ 3 <sup>rd</sup> Floor _____ Other Floors _____			<b>Heating</b> <input type="checkbox"/> Oil <input type="checkbox"/> Gas <input type="checkbox"/> Electric <input type="checkbox"/> Other
Number of Off-Street Parking Spaces _____ N/A _____				

Some non-residential structures and additions and some alterations require plans drawn and sealed by a licensed architect or engineer.

**Residential Only:** Please fill in the following information or submit a sectional drawing showing all of the following details.

<b>Foundation</b> <input type="checkbox"/> Full <input type="checkbox"/> Crawl Space <input type="checkbox"/> Slab <input type="checkbox"/> Post/ Columns <input type="checkbox"/> Concrete <input type="checkbox"/> Block <input type="checkbox"/> Other Thickness _____ Reinforcement _____ Footing Size _____ Thickness _____	<b>Floor Systems</b> 1 <sup>st</sup> Floor Joists: Size _____ N/A _____ Spacing _____ N/A _____ Max Span _____ N/A _____ Other Floors Joists: Size _____ N/A _____ Spacing _____ N/A _____ Max Span _____ N/A _____ Joist Carrier Materials & Size _____ N/A _____ Material & Spacing of support columns _____ N/A _____ Material & Thickness of Floor Sheathing _____ N/A _____
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Wall-Ceiling Framing	Roof System
Exterior Stud Material & Dimensions_____N/A_____	<input type="checkbox"/> Rafters <input type="checkbox"/> Truss (need specs)   Roof Pitch_____
Exterior Wall Stud Spacing        _____N/A_____	Rafter Size_____ Spacing_____ Span_____
Sheathing Material & Thickness_____N/A_____	Material & Thickness of Sheathing_____N/A_____
Ceiling Joist Size_N/A_ Spacing_N/A_ Max Span_N/A_	Type of Roof Covering_____

Decks Only
Joist Size_____ Spacing_____ Span_____ Joist Carrier Material & Dimension_____
Support Columns: Materials _____ Spacing between_____ Decking Material_____
Height of Deck from Grade_____ Guard Rail Height_____ Spacing Between Balusters _____ (No more than 4" opening)

### Plot Plan

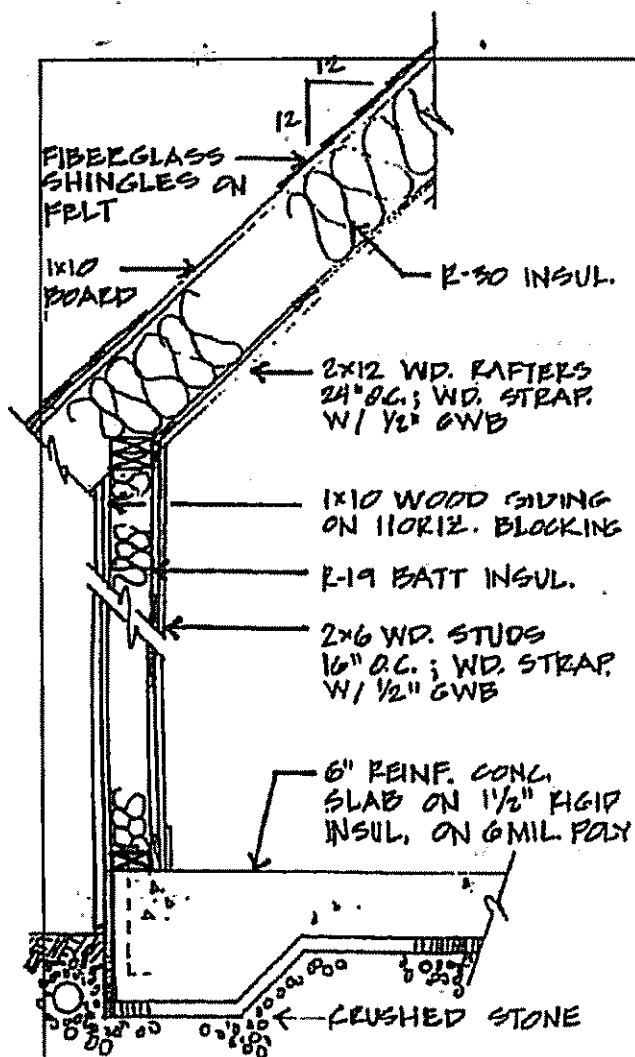
This section must be completed for all new buildings, or structures, and additions.. Show all of the following:  
 (Any structure) NO BUILDING PERMIT WILL BE ISSUED WITHOUT THIS INFORMATION

PROPERTY LINES & DIMENSIONS; STREETS AND STREET NAMES  
 LOCATION OF PROPOSED BUILDING, STRUCTURE OR ADDITION  
 DISTANCE FROM PROPERTY LINES TO NEW BUILDING, STRUCTURE OR ADDITION  
 EXISTING BUILDINGS  
 PROPOSED AND EXISTING DRIVEWAYS  
 LOCATION OF SEPTIC (IF APPLICABLE)

Also, include the following for a Change of Use, Home Occupation or non-residential use not requiring Site Plan Review.

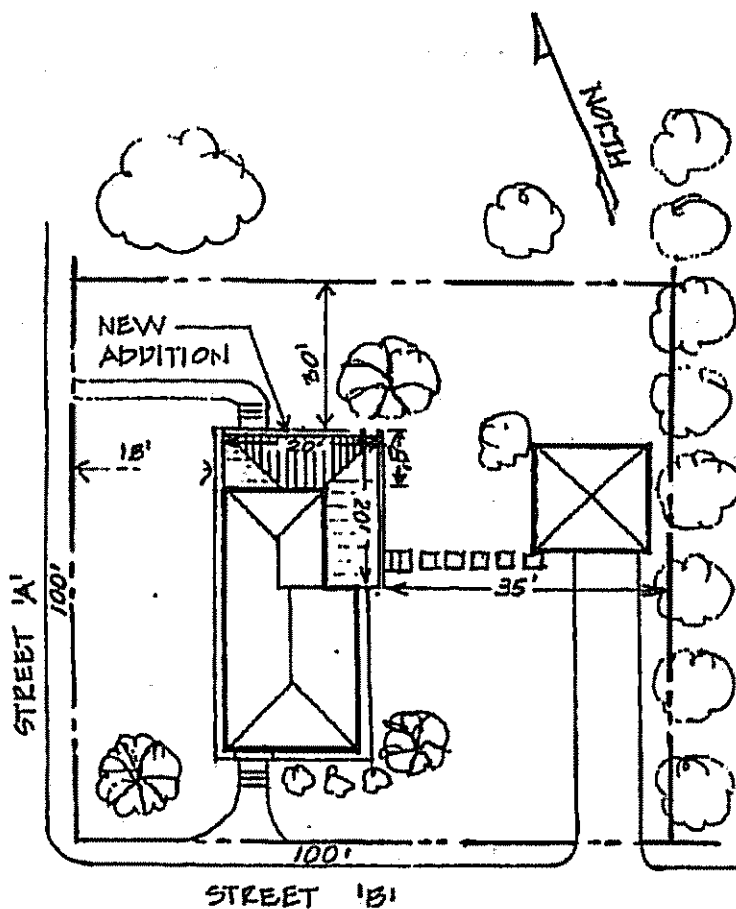
PARKING AREAS, EXISTING AND PROPOSED  
 NUMBER OF OFF-STREET PARKING SPACES  
 EXISTING AND PROPOSED DRIVEWAY OPENINGS (INCLUDE DIMENSIONS) BUFFERS  
 AND PLANTINGS (NON-RESIDENTIAL ONLY)  
 PROPOSED AND EXISTING LIGHTING AND TYPE OF FIXTURE (NON-RESIDENTIAL ONLY)

**You may use a separate sheet if necessary. For minor projects, GIS photos may be used as a supplement.**



115 'B' STREET - WALL SECTION  
SCALE =

## SAMPLE WALL SECTION



115 'B' STREET - SITE PLAN  
SCALE =

## SAMPLE SITE PLAN

### Validation

☐ APPROVED

Code Enforcement Officer

Date

☐ DENIED

Code Enforcement Officer

Date

### Notes/Conditions

